

**MEETING MINUTES OF THE
PLUM CREEK MUNICIPAL AUTHORITY
October 2018**

A regular meeting of the Board of The Plum Creek Municipal Authority was held on October 16, 2018 at the Plum Creek Municipal Authority Business Office Building, South Manheim Township, Schuylkill County, Pennsylvania.

Board members present at the meeting were Jim Ridderhoff, Jerry Weiss, Matt Gruber, and Corby Lewis. Others in attendance were Dave Bright (SSM Engineering), Joe Zerbe (PCMA Attorney), Keenan Engle (PCMA Operations Manager – Select Environmental), Joe Clemas Jr. (PCMA Field), and Carl McGrady (PCMA Field), and property owners who signed the attendance sheet: George Ankenbrand, Jean Schreiber, Paul Purcell, Ron Larson, and Joe Haggerty.

Jim Ridderhoff called the meeting to order at 6:00 p.m.

The minutes for the September, 2018 meeting were accepted by motion of Matt Gruber, seconded by Corby Lewis, carried by all.

The Treasurer's report for September, 2018 was reviewed and accepted by motion of Matt Gruber, seconded by Jerry Weiss, carried by all.

Keenan gave the manager's report. In water operations, he reported:

- Normal operations continue. There were no violations to report for the period.
- All wells are operational. Three wells are currently online, and the wells are being rotated to avoid overflowing the water storage tanks.
- The Booster Station is at 14.5 psi.
- All pumps at the Booster Station are operational and are rotating on a monthly basis.
- Daily average water production is approximately 200 gpm from three wells.
- Completed a full system flush of our hydrants and finished meter reads.

In sewage operations, Keenan reported that:

- Normal operations continue. No violations to report for this period.

- Approximately 17 septic pumps are in the backlog.
- The Mack pumper has blown an air bag that raises and lowers the lift axle. The truck is currently in use but will be going over to Blue Mountain Mack (hopefully this week) to have this repair done. Western Star pump truck is operational.
- Both pickup trucks are operational. Printed four truck options, to consider, to replace the F250 truck.
- Slaymaker has brought back our old plant influent valve and Joe (Flow Data Instruments) has picked it up to rebuild it. Joe (FDI) is still waiting on the brand-new valve he ordered. Slaymaker has completed the two small jobs, that we asked them to do, a broken gauge at the booster station and an actuator for the gate window at Well 8 and both have been done satisfactorily.
- Russell Reid, Kline's, and Franc Environmental have submitted quotes to empty the EQ storage tanks at the plant.

Keenan said he is still watching the water storage tanks. A customer found and reported a leak on his side, at the curb box valve, and it has already been repaired. Another leak was found and that also has been repaired. In fixing those two leaks, it rectified the combined loss of 25K-30K per day. Keenan said we need to continue to monitor our water production and storage. We rose 50K this week in the storage tanks. If a need arises for us to conduct leak detection Keenan will communicate this to the Board.

In engineering matters, Dave Bright (SSM) said they did not complete the next step in the process of the Sewage Facilities Plan ... there is nothing to report on that. Dave said it will be done before January. Dave provided Keenan with information (some additional names) regarding cleaning of the EQ tanks. Dave said for the volume, that we think is, in the tanks it is not as critical as we first thought. With 10-foot diameter tanks and 2 feet of sludge (or so) there is still a lot of unused volume in there. Dave said it is still something that should be done but it is not as critical. Dave commented on the water production, that Keenan talked about, it is still a high number for the amount of water that the customer's use but it is not out of line with what the average production has been over the years. It is just the nature of the Authority's system, with the high pressure that you have around the lake, when it does leak it is going to leak a lot. Dave agrees with Keenan to just continue monitoring and if does get worse then do some leak detection.

Joe Haggerty asked about the report Dave Bright mentioned for January. Dave Bright said the next step in the process is to summarize the planning, the permitting that has been done, DEP correspondence that has been provided over the years regarding the plant, and then to summarize all that, and to develop a plan for proceeding with how the Townships would have to amend their Act 537 plans in accordance with the directions we got at our meeting with DEP personnel. Dave said it is not a report to provide numbers or costs. It is just to lay out the background and the next steps that need to be taken.

Joe Haggerty said at a previous meeting that Joe Zerbe had mentioned that Deer Lake was looking at access to taking tankers in. Joe Z. said he hasn't heard anything from Schuylkill County Municipal Authority (SCMA) but he would check with Pat Caulfield (SCMA) to see about the progress. Joe Z. said he got the impression that it wouldn't be something that would be done in the next three or four months. It was going to take some time.

In legal matters, Joe Zerbe said routine matters were addressed and a letter was written to the owners at 2336 Spear Cove regarding their driveway. Nancy asked Joe to review a bank agreement for online business banking / direct deposit for payroll. Joe said there are some terms in the agreement he wanted to call attention to and talk about before the Board signed it. Joe said, for the most part, it is boilerplate standard services agreement and he doubts the bank will change any of it. There are no costs to it right now – there is no set up fee or service fee - but if you read the agreement the bank can change it with a 30-day written notice. Joe said in Section 4, of the agreement, this basically says there is no guarantee the system will work, and if it does not, the bank is not responsible for the customer's loss. Also, the customer is agreeing to indemnify the bank if the bank has any claim against it due to the customer's use of the online system. Corby Lewis said his township considered direct deposit for their employees and the monthly fee would have been \$110.00. The Board recommends to keep things the way they are and not proceed with direct deposit.

A letter was received from the property owner at Lot 1629 Lightfoot Drive regarding a leak repair that was done July 6, 2018 at his property. The property owner was not happy with how the restoration was done. The property owner fixed it himself and wants to be reimbursed for the costs of the supplies he used – a large scoop of soil and an 8-lb bag of grass seed (property owner supplied receipts). Keenan said that the service line going from our main to his curb box was leaking and we repaired it. The contractor was Aungst and they did the restoration. Keenan said he told the property owner we needed to wait and let it settle and then we

would come back and if it needed to be fixed further we would do that. Keenan said he made the communication but the homeowner decided to buy supplies and fix it himself. Matt Gruber and Jim Ridderhoff said three months (property owner purchased supplies in October – per his receipts) would have been a reasonable time for it to settle. Keenan said what the property owner did is what we would have done. Upon motion by Matt Gruber, seconded by Corby Lewis, and carried by all, the Board voted to reimburse the property owner in the amount of \$54.83 and to send a letter with the check.

There being no further business, Jerry Weiss motioned for adjournment, Matt Gruber seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 6:30 p.m.

Meeting minutes were taken, prepared, and submitted by Nancy Wesner.